

APPROVED MINUTES

LOUISIANA CLERKS OF COURT ASSOCIATION BOARD OF DIRECTORS MEETING WEDNESDAY, OCTOBER 7, 2015 BATON ROUGE, LOUISIANA 1:00 P.M.

The Louisiana Clerks of Court Board of Directors meeting was held on the above date at the Association Office and called to order by President Holli Vining. Tammy Foster gave the opening prayer and Cliff Dressel led the Pledge of Allegiance.

Secretary Bridget Hanna called roll and the following members were present: Holli Vining, David Dart, Richard "Rick" Arceneaux, Steve Andrews, Bridget Hanna, Robin Hooter, Brian Lestage, Diane M. Broussard, Julian Dufreche, Jon Gegenheimer, Randy Deshotel, Tammy Foster, Doug Welborn and Cliff Dressel.

Also present: Debbie Hudnall, Chris Kershaw, Greg Brown and Frank Borne.

Approval of Minutes:

Motion was made by Cliff Dressel and seconded by Steve Andrews to approve the minutes of July 15, 2015. Motion passed without opposition.

Comments by President:

President Holli Vining advised the board that she had received the Resignation of Pat Gladney as Historian on the Board of Directors. She advised that the Executive Board moved to appoint Diane Meaux Broussard to the position of Historian. President Holli Vining administered the oath of office to Diane Meaux Broussard at this time.

Jon Gegenheimer was also sworn in as 2nd district member for the board.

Financial Reports:

Treasurer Robin Hooter presented the financial reports for the period ending August 31, 2015. She reported the total current assets for the Association as \$539,282 with total assets of \$686,715 and total current liabilities of \$173,081. She also reported total capital of \$513,634 and total liabilities and capital of \$686,715. The Treasurer informed the board that the current fiscal year to date actual total revenues are \$119,701 and total expenses are \$115,694. Current year to date actual net income is \$4,007. Debbie pointed out that the grant salary was not budgeted due to the fact that Dawn Tricou was hired after the budget was completed. She noted that the Association will be reimbursed completely by the Supreme Court for those salary expenses. Motion made by David Dart to receive financial reports, seconded by Brian Lestage. Motion passed without opposition.

Board Reports:

LACCRMA

No report

LCRAA

2nd Vice President Rick Arceneaux reported that collections remain steady. Debbie stated that they are still working on some contracts with two contracts having been approved. Cott customers will not be online until after December 15, 2015. Grids signed a contract and they will be ready by October 31, 2015. She reported that they have been unsuccessful so far in negotiating a contract with Software & Services. Anteres will be ready to receive data in October and Ascension, Caddo, East Baton Rouge and St. Tammany parishes should be ready. Delta would like to delay going online until November 15, 2015 and they have agreed to the contract. Debbie reminded the Clerks that 20% of the revenue is available for grants (approximately \$80,000.00). She reminded clerks to get their applications in by October 31, 2015. She has not received any grant applications at this time. The next meeting is set for November 10, 2015 and grants will be awarded at that time.

Retirement & Relief Fund

President Holli Vining reported that the Board met this morning and heard from Phineas Troy from Summit Strategies. He reported that the month of August saw a drop in unemployment and a continued growth of the economy but a drop in stocks across the board. Interest rates remained unchanged but expect a slow growth in the couple of years ahead. Total assets are \$514.6 million. Last month's return was -3.98% and -3.51% for fiscal year. He also stated that due to 5 year smoothing, numbers don't look bad with a 9.06% return over 3 years and 10.67% over 5 years. Market was down again in September. Market activity is expected after a long period of positive returns and Summit believes the market will recover rather than continue to drop. The Board also heard from actuary Greg Curran. He reported on the funding valuation for the fiscal end of year 6/30/2015. The Board accepted a recommended change in assumed rate of return from 7.25% to 7%. The minimum employer contribution rate for fiscal year 2016 is 14.25% but the Actuary would recommend maintaining the 19% rate if possible because of the many factors to take into consideration. A Decision will be made on the rate prior to fiscal year end. Ideas for legislation were discussed to give the Board the flexibility to make some changes that could increase the principal payments on unfunded liability. President Vining also reported that they saw a demo of the new Retirement Portal and a summary of pilot parish feedback. The Board approved welcome letters and registration credentials to be mailed to members soon.

Supplemental Compensation Board

Executive Director Debbie Hudnall reported that total current assets in the fund are \$106,000. Total revenue for 2 months is \$247,700 and total expenses are \$234,000 with net income of \$13,700.

Committee Reports:

2015 Conference Report

Diane Meaux Broussard reported that they have completed their report for the 2015 conference. The Conference reimbursed the Association \$1,800 of the \$3,000 start-up money.

2016 Conference Report

President Holli Vining advised that there were no updates at this time. The annual conference is to be held in New Orleans March 21-24 at the Astor Crowne Plaza. They are beginning event planning but there is nothing new to report at this time.

Best Practices Guide Committees

President Holli Vining reported that they are moving forward with the marriage license guide and hope to have it ready by the first of the year. Recording will be the next one to be worked on and she hopes to have all completed by the end of her term.

Education Committee

Tammy Foster informed the Board that the committee met on September 22, 2015. The next institute will be held February 16-19, 2016 in Baton Rouge. Tammy stated that attendance was down in August quite a bit but there was positive feedback on the location. She reported that there was a loss of revenue of \$4,000 for the August institute due to the Golden Nugget being a little more expensive. The institute in August 2016 will be held at the Lafayette Hilton.

Executive Director Report:

Bricksome Building Update

Debbie Hudnall reported that the building has not sold and is still on the market. She stated that she spoke with the realtor to tell him the Board wanted to price the building to sell. He did some calculations and he suggested that the price be reduced to \$106,875. The President authorized Debbie to reduce the price to that amount. Julian Dufreche made a motion to authorize a set amount that Debbie could sell the building for. Motion seconded by Cliff Dressel. Motion passed without opposition.

Election Updates

Debbie reported Jon Gegenheimer's opponent has withdrawn and there are 15 incumbent clerks who have opposition. She informed the Board that in the future they may want to review how auditors categorize their expenses. She also reported that sixteen district clerks and two court of appeals clerks are retiring.

Supreme Court Grants

Debbie reported that Dawn Tricou is working part-time for the Association and the Supreme Court will pay all of her salary expenses and in addition the Clerks Association is paid an administrative fee. The Supreme Court also offered another grant to the Association for an additional employee. Debbie reported that a new part-time employee will be hired to work on traffic information that goes to CMIS.

District Reports:

District 1

Julian Dufreche had no report.

District 2

Jon Gegenheimer had no report.

District 3

Diane M. Broussard reported that they have not met.

District 4

Holli Vining reported that they had a meeting and they talked about protective orders, funding and legislation.

District 5

No report

District 6

Randy Deshotel had no report.

District 7

Tammy Foster reported that they met and talked about the next meeting date.

District 8

Doug Welborn had no report.

District 9

No report

Other Business:

Holli Vining would like all districts to get together to discuss legislation and send proposals for legislation by November 15th so that all can be discussed at the Clerk's December meeting.

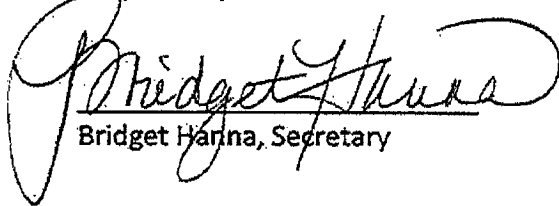
Discussion was held on statewide legislation for increased fees on birth certificates for Clerk's from \$5 to \$15.

Comments by Board Members:

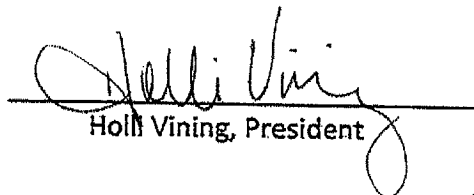
None

There being no further business, Cliff Dressel moved to adjourn, seconded by Rick Arceneaux. Motion passed without opposition.

Respectfully Submitted:


Bridget Hanna, Secretary

Approved:


Holli Vining, President